

# TAMUCC STUDENT INTERNSHIP WAIVER

*With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.*



**HUMAN  
RESOURCES**  
*OUR SERVICES - YOUR FUTURE*

## INSTRUCTIONS

The Department/College must provide each intern with an Internship Waiver form and a Criminal Background Check form. This form and copies of identification can be delivered to Human Resources NRC 2425; or emailed to [Employment@tamucc.edu](mailto:Employment@tamucc.edu).

### TO BE COMPLETED BY INTERN

INTERN NAME (Last, First Middle)	PHONE NUMBER	EMAIL
DEPARTMENT UTILIZING SERVICES	DATE VOLUNTEER SERVICE BEGINS	ENDING DATE, IF KNOWN

I certify that I am offering my services to The Texas A&M University-Corpus Christi on a volunteer basis. I understand that I will receive no pay, benefits or other privileges of employment of any kind for my services. I further understand that I am not eligible for worker's compensation benefits if I am injured or become ill as a result of my volunteer work, and I am not eligible for unemployment compensation benefits when my volunteer assignment ends. I also certify that I have not been promised and have no expectation that I will receive a paid position as a result of my volunteer work.

I certify that I am a student at Texas A&M University-Corpus Christi and that I intend that the proposed volunteer work be counted as academic course credit toward a recognized degree plan at this institution. However, I understand I must complete the work in a satisfactory manner and meet all requirements of the course to receive credit.

### SIGNATURES

(1) \_\_\_\_\_  
Signature of Intern

\_\_\_\_\_  
Date

(2) \_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

All interns must complete a **CRIMINAL BACKGROUND CHECK AUTHORIZATION** form. Any intern who may be responsible for handling cash must also complete the **VOLUNTEER NON-DISCLOSURE AGREEMENT FOR VOLUNTEERS HANDLING CASH** form.

# CRIMINAL BACKGROUND CHECK AUTHORIZATION

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.



**An Equal Opportunity/Affirmative Action Employer:** Texas A&M University-Corpus Christi does not discriminate on any basis prohibited by applicable law including race, color, religion, sex, national origin, disability, age, citizenship status, or veteran's status in recruitment, employment, promotion, compensation, benefits or training. The information on this form is the property of Texas A&M University-Corpus Christi.

## TO BE COMPLETED BY APPLICANT, EMPLOYEE, VOLUNTEER OR CONTRACTOR

NAME AS IT APPEARS ON SOCIAL SECURITY CARD (Last, First Middle)			UIN / SOCIAL SECURITY NUMBER	
Former names used, including Maiden Name				
RESIDENCE ADDRESS (Number and Street)		CITY	STATE	ZIP
EMAIL ADDRESS		TELEPHONE NUMBER		
RACE	GENDER	DATE OF BIRTH	DRIVER LICENSE NUMBER & ISSUING STATE	

ANTICIPATED DATE OF HIRE	JOB TITLE OF POSITION I AM SEEKING	NAME OF PERSON HIRING ME
DEPARTMENT NAME	PROGRAM NAME, as applicable	

## RESIDENCY INFORMATION List all places of residence since the age of 18. Attach extra pages if needed.

CITY	STATE	COUNTY	COUNTRY
CITY	STATE	COUNTY	COUNTRY

## CONVICTION RECORD - Attach additional pages as necessary

- Have you ever been convicted or pled guilty before a court for any federal, state or municipal criminal offense? Yes No
- Have you ever received deferred adjudication or similar disposition for any federal, state or municipal offense? Yes No
- Have you ever received pretrial diversion or similar disposition for any federal, state or municipal offense? Yes No
- Have you ever received probation or community supervision for any federal, state or municipal offense? Yes No
- Have you been convicted of any criminal offense in a country outside the jurisdiction of the U.S.? Yes No
- As of the date of this consent form, do you have any pending charges against you? Yes No

If you answered yes to any of the questions above, provide details below. Attach extra pages if needed.

STATE	COUNTY	DATE OF OFFENSE	DETAILS

## ACKNOWLEDGEMENT AND CONSENT

I acknowledge that a facsimile or copy of this document shall have the same validity, force and effect as the original. System Regulation 33.99.14 addresses the operation of criminal history background checks within the A&M System, including appeal procedures. The Texas A&M University System regulations require that an employee must report to his/her supervisor any criminal arrests, criminal charges, or criminal convictions, excluding misdemeanor traffic offenses punishable only by fine, within 24 hours or at the earliest possible opportunity. Failure to report shall constitute grounds for disciplinary action, up to and including termination. The employee's supervisor must report the arrest(s), criminal charge(s), or conviction(s) to both the head of the department/unit and the Human Resources Office. If you have questions, please contact Human Resources at (361) 825-2627.

I hereby certify that all information provided by me on this form is true, complete, and correct. I understand that any false statements made herein may void my application for employment, be grounds for termination of my current employment and affect my eligibility for future Texas A&M University-Corpus Christi employment.

\_\_\_\_\_  
Signature of Applicant / Employee / Volunteer

\_\_\_\_\_  
Date

**INSTRUCTIONS: Email completed form to [employment@tamucc.edu](mailto:employment@tamucc.edu) or bring in person to NRC Suite 2425.**